Subject: Application: [Job Title] – [Your Name]

Dear [Name] / Dear Hiring Manager,

I'd like to apply for the [Job Title] role advertised on [where you saw it].

I have [main skill or experience from the advert], which I gained through [job / course / volunteering]. For example, I [one real task or result].

My CV is attached. I'm available for an interview [your availability] and can start [start date or "immediately"].

Kind regards,
[Your Full Name]
[Cell number]
[Email]

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